

Coordination Committee Meeting
April 14, 2010

Meeting Materials:

Meeting Agenda

Meeting Minutes

Middle Rio Grande Endangered Species Collaborative Program

Coordination Committee Working Meeting

14 April, 2010 Meeting – 10:00 am – 4:00 pm

Bureau of Reclamation

PLEASE REMEMBER TO BRING YOUR LUNCH!**Draft Meeting Agenda**

1. Introductions and Agenda Approval
2. **Decision** - Approval of 03/31/10 CC meeting summary*
3. Action Item Review (see below)
4. Update on Tom Pitts' current and future role in LTP development
5. Revised Long Term Plan Development*
 - Revised LTP text
 - Table of Past Activities
 - Sampling of Past Activities Summaries
 - Table of Future Activities
 - Summary of workgroup prioritizations
 - Sampling of Future Activities Summaries
 - Pick examples for EC meeting
 - Next Steps

Regular CC Business (3-4 pm)

6. Update on Monitoring Plan Team (MPT) Effectiveness Monitoring Plan
7. Update on Draft Adaptive Management Plan Development SOW*
8. Contracting Update
9. **Decision** – Approve/Revise Draft Scientific Code of Conduct for the MRGESCP*
10. Quarterly Financial Report*

Next meeting – April 28, 1-4 pm @ Reclamation

****denotes read ahead***

March 31, 2010 Actions

- Susan Bittick will periodically update the CC of progress made in awarding the Database Management System (DBMS) contract and in the formation of a DBMS workgroup.
- Yvette McKenna will ask Jim Wilber for details regarding the new written approach for consultation, which could replace Appendix 5A of the LTP.
- Monika Mann will incorporate commentary from Daryl Ahlers on page four of the future LTP activities spreadsheet into their corresponding activity summaries.

- Stacey Kopitsch will post the revised draft Scientific Code of Conduct by April 7 for CC review. The PMT will send the updated LTP future activities spreadsheet to the workgroups. Workgroups will use the spreadsheet during development of activity summaries. The CC also suggests workgroup reference the RGSM and SWFL recovery plans when writing activity summaries.
- Yvette McKenna will clarify whether Tom Pitts is still required to attend the April CC, EC, and non-federal meetings since they were in his original contract. Because the CC feels that Tom should review the LTP before it is submitted to the EC, Yvette will also find out how soon a new task order for Tom can be written and contracted. After Tom's current and future roles in LTP development are known, Yvette will draft a read ahead explaining those roles for the April 14, 2010 CC meeting.
- Amy Louise will add a "revised March 2010" note somewhere on the SWM charter.
- Monika Mann will incorporate suggested revisions and additions to the draft 2010 HR workgroup work plan.
- Grace Haggerty will contact Brooke Wyman regarding their attendance at a PMT meeting to discuss the structure of upcoming LTP meetings.
- Tetra Tech will check past CC meeting minutes to determine when the chair and vice chair seats will be vacated.
- The PMT will post the revised Adaptive Management SOW to the Program Website and will send the documents to the CC for review. The CC will send comments back to Yvette McKenna (ymckenna@usbr.gov) no later than April 5, 2010.
- Susan Bittick will ask John Peterson if he is available to present on LIDAR data at the May 12, 2010 CC meeting. Susan will ask John to hold May 26th as an alternate date to present to the CC.

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Recommendations and Decisions

The March 31, 2010 meeting notes were approved with no changes.

The CC approved the Population Estimation draft report for peer review.

The CC would like workgroup members who want to volunteer for the EMP to contact Anders Lundahl (anders.lundahl@state.nm.us). The U.S. and Wildlife Service (USFWS) emphasized that only personnel covered by a permit can be involved in fish monitoring activities. Flows will be high so personnel should have safety gear and training.

Actions

Lori Robertson and Kathy Dickinson will create and prioritize topics for the compilation of information from past PVA meeting summaries and email them to Yvette McKenna.

Susan Bittick will verify if the leadership diversity workshop trainer will be available to the CC on August 20, 2010.

Susan Bittick will send an email to Yvette McKenna reminding her to invite workgroup members to the LiDAR briefing.

Jeanne Dye will revise LTP Future Activities summary: Research hatching success and related fecundity for all age class fish (section 7.4.A.2, line 21) and email to Yvette McKenna for presentation at tomorrow's EC meeting. - Completed

Yvette McKenna will email the HRW and ScW workgroups to suggest two or three reports for peer review. Yvette will ask the Science workgroup to develop questions for the Population Estimation draft report peer review.

Meeting Summary

- **Introductions and Agenda Approval:** Yvette McKenna thanked everyone for coming and introductions were made around the table. Brooke Wyman called the meeting to order. There were several announcements: David Campbell will be USFWS appointee to co-chair of the PVA workgroup; John Peterson will brief the CC on LiDAR May 12, 2010; Yvette McKenna will not be at the April 28, 2010 meeting; and Kathy Dickinson was presented with a Star Award for her work in the Program. The agenda was approved with the additions of a discussion on the compilation of notes for the PVA workgroup, and decisions on the approval of a Cochiti baseline presentation, and a proposed strengths finders workshop.
- **Notes for PVA workgroup:** The PVA workgroup has requested that Tetra Tech or Genquest review all previous PVA meeting notes and compile information by topics. It was suggested that PVA create a list of topics for PVA meeting notes to be compiled into in order to simplify this process.
- **Approval of Cochiti Baseline presentation:** The CC approved a Cochiti baseline presentation by Ron Kneebone on July 28, 2010.

- **Leadership Diversity Workshop:** The CC approved a strengths finders workshop for August 20, 2010.
- **Approval of 03/31/10 meeting summaries:** The meeting summary was approved with no changes.
- **Action Item Review:** All March 31, 2010 action items were complete. The DBMS workgroup will have its first meeting April 26, 2010 at 1:00 pm. The current Appendix 5A will remain in the LTP, a replacement could be incorporated at a later date. Tom Pitts will not attend meetings this week. A new scope of work for Tom Pitts is being reviewed. A CC chair seat will be vacated in July.
- **Revised Long Term Plan development:** The meeting attendees reviewed the revised LTP text. It was thought the numbers for the status of the species were outdated. The workgroup reviewed both the LTP Past and Future Activities tables and sampling of Summaries. The workgroup picked LTP Past and Future Activity Summaries to be presented at the EC meeting tomorrow.
- **Next steps:** Comments on the revised LTP text, Past Activity table and summaries are due to Yvette McKenna by April 30, 2010. GenQuest will incorporate the changes by May 14, 2010. The CC will review the new revisions at the May 26, 2010 meeting.

Regular CC meeting business

- **Contracting Update:** The Spawning Monitoring solicitation will close tomorrow; it may be awarded by the end of next week. O&M grants are in the process of being modified (i.e. like the Los Lunas Refugium). The 2-year pilot EMP contract was not awarded in time to implement for spring, would likely be awarded for fall of 2010.
- **Peer Review Approval:** The CC approved the Population Estimation draft report for peer review.
- **Update on Monitoring Plan Team (MPT) Effectiveness Monitoring Plan:** The workgroup was briefed that MPT members will conduct monitoring for the spring season. The MPT is looking for volunteers. The CC discussed permits, swift water rescue/safety training, emergency points of contacts, and equipment and vehicle costs.
- **Approve/Revise Draft Scientific Code of Conduct for the MRGESCP:** The Code of Conduct was approved as a draft.
- **Update on Draft Adaptive Management Plan Development SOW:** The workgroup was briefed that the SOW was updated, CC co-chairs have verified that it could be released, and it was provided to Jericho Lewis last week.

**CC Working Meeting Attendees
14 April 2010**

NAME	AFFILIATION	PHONE NUMBER	EMAIL ADDRESS
Monika Mann	COE	342-3250	Monika.mann@usace.army.mil
Brooke Wyman	MRGCD	247-02334	brooke@mrgcd.us
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Christine Sanchez	Tetra Tech	881-3188 ext. 139	Christine.sanchez@tetrattech.com

CC Regular Meeting Attendees

14 April 2010

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Monika Mann	COE	342-3250	Monika.mann@usace.army.mil
Brooke Wyman	MRGCD	247-02334	brooke@mrgcd.us
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